

State of New Hampshire

Treasury Department ~Abandoned Property Division

Reporting and Remitting Securities

Instructions for Transfer

NOTE: DTC (Depository Trust Corporation) delivery or transfer of assets is **strongly encouraged** as the most efficient and cost effective method of reporting/remitting securities.

The following information reflects changes from prior years and <u>must</u> be utilized to assure compliance in reporting on or after May 30, 2003.

All holders must continue to report to the State of New Hampshire (Form T-1) and include complete identifying information for the apparent owners and the properties transferred to the custodian including copies of certificate or statement where applicable.

STOCKS:

Book Entry/DTC:

For positions being transferred via DTC delivery or book entry use the following information and procedure:

- > DTC participant account # 0954
- > Old Man & Co. / Account # AUZF0267702
- Agent Bank # 26017

Forward a list of items being transferred to our custodian **ACS** Unclaimed Property Clearinghouse at least 24-48 hours prior to transfer. Send to: **Vilka Markovich** at fax number (617) 722-9660. Be sure to include issue name, cusip #, number of shares and your depository #. NOTE: If this step is not completed, the transfer will be rejected and returned to the holder.

(See reverse side for additional instructions)

Physical Certificates:

Whenever physical share certificates are delivered, the stock must be registered to the State of New Hampshire's nominee account. For registration of shares use the following information and procedure:

Nominee: "Old Man & Co."

> State of NH-Account # AUZF0267702

Nominee FEIN: **33–1059616**

> Mellon Security Trust Company

120 Broadway 13th Floor – Teller Window New York, NY 10271 EIN # 33-1059616

Forward a list of items being re-registered and transferred. Send to ACS Unclaimed Property Clearinghouse, Boston Massachusetts via fax to **Vilka Markovich at** (617) 722-9660. Be sure to include Issue name, cusip #, registration, number of shares and the certificate number.

MUTUAL FUNDS/DRP'S

Transfer of Mutual Funds or DRP's shall be made to the nominee account and delivered as follows:

➤ Nominee: "Old Man & Co."

➤ State of NH-Account # AUZF0267702

> FEIN: 33-1059616

➤ ACS Unclaimed Property Clearinghouse 260 Franklin Street ~ 11th Floor Boston, MA 02110

Attn: Chris Gray

For Further Information Contact:

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Tel: (603) 271-2619 or

(800) 791-0920 (In State Only)

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